

**AGENDA FOR PARKERSBURG CITY COUNCIL,
TUESDAY, JANUARY 28, 2020 7:30 PM
SECOND FLOOR, COUNCIL CHAMBERS
MUNICIPAL BUILDING**

- I. CALL TO ORDER – Council President, Mike Reynolds
- II. ROLL CALL
- III. MINUTES – Council meeting January 14, 2020
- IV. REPORTS FROM STANDING OR SPECIAL COMMITTEES
- V. MESSAGE FROM THE EXECUTIVE
- VI. PUBLIC FORUM
- VII. CITY COUNCIL FORUM

- VIII. RESOLUTIONS
 - 1. Resolution authorizing an election for the renewal of an existing levy for the Mass Transportation (bus) System. (Sponsored by Councilmen Mercer, Reed, McCrady, and Barber)
 - 2. Resolution authorizing the sale, operation and rehabilitation of the Parkersburg Memorial Bridge by Requests for Proposal. (Sponsored by Councilmen Reed, Mercer, Kuhl and Stanley)
 - 3. Resolutions requesting approval for mid-year budget revisions. (pending approval of the Finance Committee)

- IX. ORDINANCE, FINAL READING:
 - 4. An ordinance amending our list of holidays for City employees to include a full day for Christmas Eve, but only if said Christmas Eve falls on a weekday (M-F) (Sponsored by the Personnel Committee)

- X. ORDINANCE, FIRST READING:
 - 5. An ordinance vacating an approximately 145' portion of a 20' alley between 14th and 15th Streets, and Oakhurst Avenue and Park Avenue/7th Street. (Sponsored by the Municipal Planning Commission)

- XI. MISCELLANEOUS
 - 6. Memorandum from City Planner, Michael Rosso, notifying City Council that the Planning Commission opposed a petition from Brenda Sturm, 606 Shrewsbury to abandon a 15' undeveloped alley between 6th and 7th Avenue, off Shrewsbury Place.

- XII. ADJOURNMENT

NOTE – next meetings February 11th, and February 25th, 2020

January 14, 2020

The Council of the City of Parkersburg met in regular session Tuesday, January 14, 2020 at 7:30 PM in the Council Chambers on the second floor of the Municipal Building at One Government Square, Parkersburg, WV.

The meeting was called to order by Council President, Mike Reynolds, who presided over the meeting.

The Clerk noted those members attending as Councilmen Dave McCrady, Sharon Kuhl, Bob Mercer, Eric Barber, JR Carpenter, John Reed, Zach Stanley, Jeff Fox, and Mike Reynolds.

MINUTES –the clerk presented minutes from December 17, 2019. With no corrections or additions, the minutes were approved as previously distributed.

REPORTS FROM STANDING OR SPECIAL COMMITTEES – Councilwoman Sharon Kuhl reported that the Personnel Committee met prior to this meeting and sent forth with unanimous approval the ordinance this evening concerning Christmas Eve being a full day holiday, instead of one half day, only when Christmas Eve falls on a weekday.

The Clerk then announced committee members of City Council for 2020, as follows:

FINANCE COMMITTEE

Zach Stanley, Chairman John Reed, Vice Chairman
JR Carpenter
Sharon Kuhl Dave McCrady

PERSONNEL COMMITTEE

Sharon Kuhl, Chairman Bob Mercer, Vice Chairman
Eric Barber
Zach Stanley Jeff Fox

PUBLIC WORKS COMMITTEE

Dave McCrady, Chairman Jeff Fox, Vice Chairman
JR Carpenter
John Reed Eric Barber

Wood County Economic Development Authority - Mike Reynolds

Wood County Recreation Commission - John Reed

Municipal Planning Commission - Dave McCrady

Municipal Tree Commission - Sharon Kuhl

Holiday in the Park - Jeff Fox

PKB - John Reed

URA, Mike Reynolds, Chairman

Bicycle Committee - Eric Barber

Downtown Facade Committee- JR Carpenter

Storm water Committee - John Reed

Community Service Committee

Sharon Kuhl, Chairman John Reed

Jeff Fox Eric Barber Bob Mercer

Storm Water Committee

Dave McCrady, Chairman; JR Carpenter, Jeff Fox, John Reed, Bob Mercer, Mayor Joyce, City Engineer,
Public Works Director Others needed from Mayor

MESSAGE FROM THE EXECUTIVE – No message this evening.

The Clerk offered a communication from Mayor Tom Joyce requesting confirmation for re-appointment for Mr. Phil Kincaid, 1702 Washington Avenue, and Mr. Matt Shea, 1424 Washington Avenue, as members of the Washington Avenue Architectural Review Board through February 14, 2023.

MOTION – Mr. Stanley moved, seconded by Mr. Reed, to confirm the re-appointments, and the motion was adopted by unanimous vote.

PUBLIC FORUM – Mr. Roy Hayhurst again appeared before City Council concerning the noise and nuisance of neighborhood boys near him playing basketball since April 2019. He said he has talked to everyone and nothing has been done, and he also had twelve neighbors come with him to a Council meeting in his favor.

City Council extended his three minute time limit by a vote of 6-3 to allow him to continue speaking. President Reynolds said he would speak with him after the meeting.

Sue Ellen Waybright, Division Street Ext. spoke in favor of the small home overlay district.

Jennifer Bryant, Market Street, stated that our City deserves that our paid officials behave in a proper manner, and she has asked for social media or conduct guidelines for many months. She distributed "Guidelines for elected and appointed officials using social media" to the Mayor and City Council. Copy on file.

Cammy Murray, 137 Sherwood Drive, told Council that from what she has seen on social media, she does not know of any group or anyone who wants to bring the non-discrimination ordinance back to City Council. People can get hurt, she said, for a non-existing issue.

January 14, 2020

CITY COUNCIL FORUM – None.

ORDINANCE, FINAL READING:

AN ORDINANCE AMENDING AND RE-ENACTING
MUNICIPAL ORDINANCE 1347, RESIDENTIAL
DISTRICTS, FOR THE PRPOSE OF ESTABLISHING
A SMALL HOME OVERLAY DISTRICT

WHEREAS, the City of Parkersburg is committed to diversifying and revitalizing its housing stock; and

WHEREAS the City of Parkersburg has identified this overlay district as a preferred location for small homes to be built, as they more closely resemble the current housing stock in this area; and

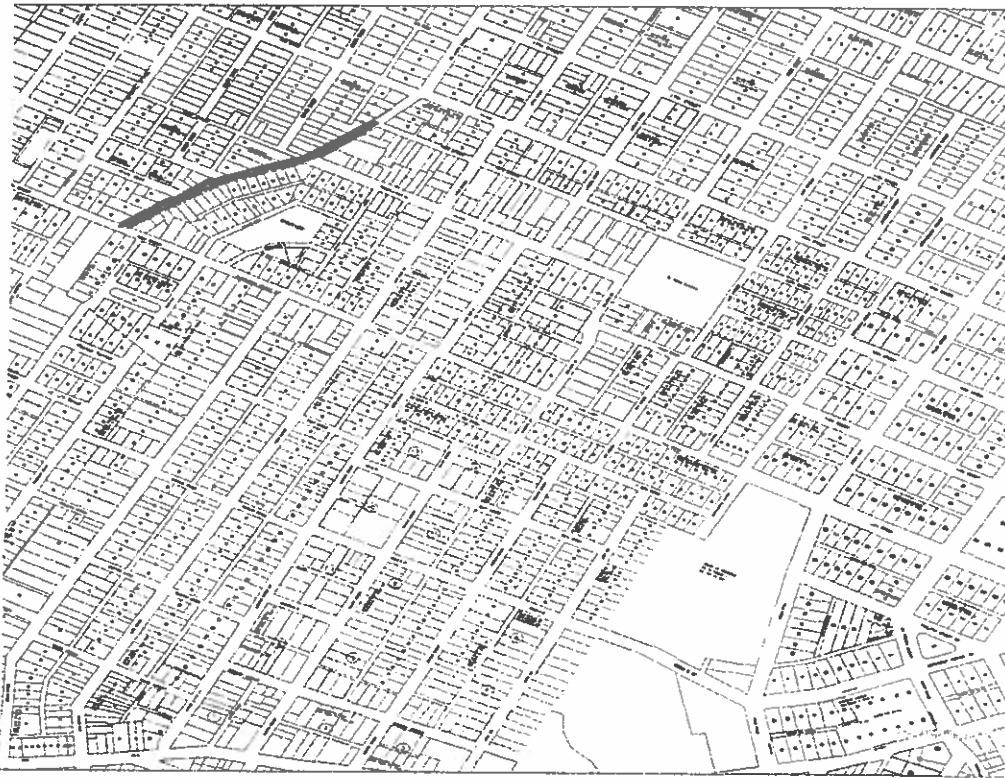
WHEREAS, the concept of a planned pocket neighborhood is established as an option for small home development; and

WHEREAS, the City of Parkersburg is committed to making sure small homes provide a high quality of living by requiring a minimum of 250 square feet per resident, permanent foundations and permanent utilities and

WHEREAS mobile homes, campers and converted storage buildings will not be permitted; and

WHEREAS the Municipal Planning Commission has reviewed approved and recommended that Parkersburg City Council adopt the proposed changes to the aforementioned ordinance.

NOW THEREFORE BE IT ORDAINED by the Council of the City of Parkersburg that Municipal Ordinance 1347 Residential Districts, is hereby amended and reenacted in accordance with the proposed changes attached



CITY OF PARKERSBURG
Department of Public Works
Engineering Division
PROPOSED SMALL HOME
OVERLAY DISTRICT

MOTION – Mr. Carpenter moved, seconded by Mr. Stanley, to adopt the ordinance on final reading and the motion was adopted by unanimous vote.

January 14, 2020

ORDINANCE, FIRST READING:

AN ORDINANCE AMENDING AND RE-ENACTING
THE CITY OF PARKERSBURG PERSONNEL
POLICY AND PROCEDURE MANUAL

(Christmas Eve holiday)

MOTION – Ms. Kuhl moved, seconded by Mr. Mercer, to adopt the ordinance on first reading, and the motion was adopted by unanimous vote.

The meeting adjourned at 7:45 PM.

Wm. Sharpe

City Clerk

Council President

**AN ORDER AUTHORIZING AN ELECTION FOR RENEWAL OF AN EXISTING LEVY
UNDER THE PROVISIONS OF WEST VIRGINIA CODE
CHAPTER 11, ARTICLE 8, SECTION 16, TO
PROVIDE FOR THE CONTINUED OPERATION OF THE
MASS TRANSPORTATION (BUS) SYSTEM**

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IT IS HEREBY RESOLVED AND ORDERED by the City Council of the City
of Parkersburg:

Section 1:

The Council of the City of Parkersburg, West Virginia, is of the opinion and does
hereby find:

(a) That the existing mass transportation system operated by the Mid Ohio Valley
Transit Authority is funded for operations in the municipalities of Parkersburg and Vienna only
in an amount which will permit operation of said system until June 30, 2021.

(b) That for the existing mass transportation system to be operated beyond
June 30, 2021, additional revenues are needed.

(c) That for the good of the public welfare it is necessary that an existing
additional levy be renewed, extended and utilized to fund the operation of the mass
transportation system in the future.

Section 2:

The purpose for which the renewal of the existing additional levy funds are
needed is to continue the operation of the mass transit (bus) system in the cities of Parkersburg
and Vienna, West Virginia, at a total cost of approximately \$2,897,361.50 per year for two (2)
years, of which the sum of \$2,055,952.35 per year for two (2) years would be derived from the
City of Parkersburg.

Section 3:

The total amount of funds needed for the purpose above stated is approximately \$2,897,361.50 per year for two (2) years, of which \$2,055,952.35 per year for two (2) years would be funded by the City of Parkersburg. These funds will be used to provide for the continued operation of the mass transit (bus) system in the cities of Parkersburg and Vienna, West Virginia, provided, however, that in the event the additional levy is approved by the voters of the City of Parkersburg, but disapproved by the voters of the City of Vienna, funds obtained from the levy may be used for the operation of the mass transit (bus) system for routes which originate or terminate within the geographical confines of the City of Parkersburg.

Any surplus funds received by the City of Parkersburg may be utilized for the same purposes during the fiscal year so received.

In the event any funds may be obtained from the United States of America, the State of West Virginia, or any other legal source, by gift, grant or otherwise, in aid of furtherance of the aforesaid purposes, the City of Parkersburg is authorized to match such funds from the proceeds of the additional levy.

Section 4:

The separate and aggregate assessed valuation of each class of taxable property within the City of Parkersburg as shown by the records of the Assessor of Wood County, West Virginia, as of May 7, 2019, for State, County and City taxation is as follows:

Class I	\$	-0-
Class II		469,492,880.00
<u>Class IV</u>		<u>587,897,747.00</u>
Total		\$1,057,390,627.00

Section 5:

The proposed additional rate of renewal levy in cents on each One Hundred Dollars (\$100.00) assessed valuation of taxable property in the City of Parkersburg is as follows:

Upon Class I Properties	\$0.06248
Upon Class II properties	\$0.12496
Upon Class IV properties	\$0.24992

Said rates may be reduced for all classes of property for each levy tax year so as to cause such rate of special levy to produce no more than approximately \$2,055,952.35.

Section 6:

The proposed years to which the renewed additional levy shall apply are the two (2) fiscal years beginning July 1, 2021, and July 1, 2022.

Section 7:

The City of Parkersburg shall not issue bonds for the purposes set forth in this Order.

Section 8:

The question of laying such renewal of existing additional levy shall be submitted to the voters of the City of Parkersburg at a special election to be held in said City on the _____ day of May, 2020, in accordance with the election laws of the State of West Virginia.

Section 9:

The registration of voters and the use of registration books shall be governed by the permanent registration law of the State of West Virginia and the registration lists of Wood County, West Virginia, as amended and corrected according to law, shall be the official registration list for such special election. It appears that the provisions of West Virginia Code,

Chapter 3, Article 3, relating to absentee and early voting are clearly adaptable to this special election. Except to the extent expressly herein provided, this special election shall be governed by the general election laws of the State of West Virginia.

Section 10:

The Notice calling such election shall be given by publication of this Order as a Class II-0 legal advertisement in compliance with provisions of Article 3 of Chapter 59 of the Code of West Virginia of 1931, as amended, being published once a week for two (2) successive weeks prior to the date of the election in two (2) qualified newspapers, of opposite politics if two (2) such newspapers are available, and of general circulation in Wood County, West Virginia.

Section 11:


The form of the ballot for such election shall be as follows:

Special election to authorize the renewal of existing additional levies for the fiscal years beginning July 1, 2021, and July 1, 2022, for the purpose of providing for the continued operation of the mass transit (bus) system in the cities of Parkersburg and Vienna, West Virginia, according to the Order of the Council of the City of Parkersburg adopted on the ____ day of January, 2020. In the event renewal of existing additional levies are approved by the voters of the City of Parkersburg but disapproved by the voters of the City of Vienna, the funds from said additional levy may be used for the operation of the mass transit (bus) system for routes which originate and terminate within the geographical limits of the City of Parkersburg.

The renewal of the existing additional levy per \$100.00 valuation shall be on Class I property, \$0.06248; on Class II property, \$0.12496; and on Class IV property, \$0.24992. Said rates may be reduced for each levy year so that the proceeds of the additional levy shall be approximately \$2,055,952.35 per year.

- () Yes, for renewal of levy for continued mass transit (bus) service
- () No, against renewal of levy for continued mass transit (bus) service

Resolution Authorizing
The Sale, Operation And Rehabilitation
Of The Parkersburg Memorial
Toll Bridge By
Requests for Proposal



Be It Resolved By The Council Of The City Of Parkersburg that the City publish, advertise and seek requests for proposals for the sale, operation and rehabilitation of the Parkersburg Memorial Toll Bridge and further engage in the process necessary for the City's divestment of said bridge.

Sponsored By City Councilpersons:

A copy of the revised Request for Proposals is available in the Office of the City Clerk allowing for rehabilitation rather than outright replacement.

To: Parkersburg City Council
From: Tom Joyce
Date: January 21, 2020
RE: Bridge Sale RFP

Although the City received interest to purchase the Memorial Toll Bridge from several companies once they completed their analysis they each determined that it was not economically feasible to replace the bridge with a new structure. They all came to this conclusion stating that the tolls necessary to recoup the cost of wholesale replacement would be so high as to be prohibitive. They therefore declined to proceed further with a response and proposal to the RFP.

They did however indicate an interest in proceeding if the City were to modify its RFP to allow for rehabilitation of the bridge rather than outright replacement stating that the rehabilitation would substantially extend the life of the bridge while allowing for reasonable tolls to cover this cost.

Given the non interest in the replacement of the bridge the decision was to cancel the present RFP and come up with an alternative that would allow for the bridge to be available for continued use for the longest time period possible. The City does not have the financial wherewithal to conduct a full and complete rehabilitation so the idea of selling the bridge to obtain that result is worth pursuing.

The alternative proposal to sell the bridge to a company while requiring that the bridge be completely rehabilitated and concomitantly extending the useful life of this bridge for the residents and businesses in the City and the larger community remains the focus and desired end.

It is therefore recommended that a new and revised RFP be issued allowing for the sale of the bridge to an entity that has the interest and ability to take the bridge and conduct a complete and thorough rehabilitation of the structure and which shall include at a minimum, a full deck replacement (roadway structure), replace/repair any and all damaged structural parts, and complete a full repainting of the structure taking it down to bear metal prior to undercoating and top coating all bridge surfaces.

This rehabilitation when completed shall bring the bridge, both the super structure and substructure, up to an overall NBI (National Bridge Inventory rating system) rating of not less than 8 (very good), rendering the bridge to be like new or replacement equivalent and having a then minimum useful extended life of not less than 50 years.

I am attaching a revised RFP for council consideration and would recommend expedited approval of said RFP with the participants in the committee remaining intact. This delay while discomforting is nothing more than a road block to ensuring a safe and suitable bridge to serve the community, given the conversations with interested parties I am optimistic that we can still divest this asset which is fast becoming a liability.

RESOLUTION

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF PARKERSBURG that the Mayor, or his designee, be authorized to request approval from State Auditor's Office for the following budget revision within the General Fund for the Fiscal Year 2019-2020 prior to the expenditure or obligation of funds for which no appropriation or insufficient appropriation currently exists, and to make said budget revisions upon the State Auditor's approval:

GENERAL FUND

<u>Account</u>	<u>Description</u>	<u>Current Budget</u>	<u>Proposed Adjustment</u>	<u>Revised Budget</u>	<u>Comments</u>
REVENUE					
301-002-000	PROPERTY TAX - PRIOR YEAR	125,500	20,000	145,500	REVISED ESTIMATE
302-000-000	TAX PENALTIES/INTEREST	20,200	5,000	25,200	REVISED ESTIMATE
303-001-000	GAS & OIL TAX	45,500	29,335	74,835	ADJUST TO ACTUAL
305-000-000	BUSINESS & OCCUPATION TAX	8,213,561	100,000	8,313,561	REVISED ESTIMATE
306-000-000	WINE & LIQUOR TAX	330,000	25,000	355,000	REVISED ESTIMATE
308-000-000	HOTEL OCCUPANCY TAX	350,500	75,000	425,500	REVISED ESTIMATE
314-000-000	MUNICIPAL SALES TAX	5,850,446	102,500	5,952,946	REVISED ESTIMATE
325-000-000	LICENSES	65,000	6,136	71,136	ADJUST TO ACTUAL
365-000-001	FEDERAL GRANTS - JAG	-	40,990	40,990	FY20 JAG GRANT (ALREADY ACCEPTED)
369-000-000	TRANSFERS IN - OTHER FUNDS	1,737,000	330,000	2,067,000	TRANSFER IN DEBT SERVICE
380-000-000	INTEREST EARNED	47,500	10,000	57,500	REVISED ESTIMATE
381-000-000	RIEMBURSEMENTS	260,951	27,782	288,733	PY COPE CARRYOVER
386-000-000	INSURANCE CLAIMS	-	10,758	10,758	ADJUST TO ACTUAL
SUBTOTAL - REVENUE			782,501		
EXPENDITURES					
CIVIL SERVICE					
407-220-000	ADVERTISING & LEGAL PUB	5,000	5,000	10,000	REVISED ESTIMATE
407-223-000	PROFESSIONAL SERVICES	18,000	(3,000)	15,000	REVISED ESTIMATE
407-341-002	SUPPLIES - FIRE CIVIL SERVICE	2,500	810	3,310	REVISED ESTIMATE
			2,810		
MAYOR					
409-214-000	TRAVEL EXPENSE	750	250	1,000	REVISED ESTIMATE
409-216-000	MAINT & REPAIR - EQUIP	332	25	357	REVISED ESTIMATE
409-341-000	DEPARTMENTAL SUPPLIES	2,000	500	2,500	REVISED ESTIMATE
			775		
COUNCIL					
410-226-000	AUTO & LIABILITY INSURANCE	5,323	(465)	4,858	REVISED ESTIMATE
FINANCE					
414-222-050	LICENSES & SUBSCRIPTIONS - IT	126,900	67,000	193,900	EXOBEM NETWORK MONITORING
414-226-000	AUTO & LIABILITY INSURANCE	16,265	(1,167)	15,098	REVISED ESTIMATE
414-230-050	CONTRACTUAL SERVICES - IT	5,000	75,000	80,000	NETWORK PENETRATION TEST
414-240-000	REFUNDS	-	250	250	REVISED ESTIMATE
414-341-000	DEPARTMENTAL SUPPLIES	18,000	(3,950)	14,050	REALLOCATION TO DEMO FUND
414-341-050	DEPARTMENTAL SUPPLIES - IT	38,000	(3,000)	35,000	REVISED ESTIMATE
414-353-000	COMPUTER SOFTWARE	10,900	21,050	31,950	ADJUSTMENT (PY CARRYOVER)
			155,183		

CITY CLERK

415-211-000	TELEPHONE/COMM EXPENSE	836	22	858	REVISED ESTIMATE
415-216-000	MAINT & REPAIR - EQUIP	800	100	900	REVISED ESTIMATE
415-220-000	ADVERTISING & LEGAL PUB	400	(200)	200	REVISED ESTIMATE
415-222-000	DUES & SUBSCRIPTIONS	275	150	425	REVISED ESTIMATE
415-226-000	AUTO & LIABILITY INSURANCE	828	<u>(72)</u>	756	REVISED ESTIMATE
			-		REVISED ESTIMATE

MUNICIPAL JUDGE

416-211-000	TELEPHONE/COMM EXPENSE	1,186	105	1,291	REVISED ESTIMATE
416-226-000	AUTO & LIABILITY INSURANCE	2,366	<u>(207)</u>	2,159	REVISED ESTIMATE
			(102)		

CITY ATTORNEY

417-226-000	AUTO & LIABILITY INSURANCE	2,366	(207)	2,159	REVISED ESTIMATE
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ENGINEERING

420-103-008	OVERTIME EXPENSE	2,000	1,000	3,000	REVISED ESTIMATE
420-104-000	FICA EXPENSE	17,920	77	17,997	REVISED ESTIMATE
420-106-000	RETIREMENT EXPENSE	23,475	100	23,575	REVISED ESTIMATE
420-214-000	TRAVEL EXPENSE	2,500	(1,000)	1,500	REVISED ESTIMATE
420-216-000	MAINT & REPAIR - EQUIP	1,664	850	2,514	REVISED ESTIMATE
420-219-000	BUILDING/EQUIP RENT	2,068	100	2,168	REVISED ESTIMATE
420-220-000	ADVERTISING & LEGAL PUB	500	300	800	REVISED ESTIMATE
420-221-000	TRAINING & EDUCATION	2,000	(1,000)	1,000	REVISED ESTIMATE
420-226-000	AUTO & LIABILITY INSURANCE	7,988	63	8,051	REVISED ESTIMATE
420-226-005	WORKERS COMP	5,495	24	5,519	REVISED ESTIMATE
420-230-000	CONTRACTUAL SERVICES	27,000	30,000	57,000	REALLOCATE DEMOS FROM CODE DEPT
420-341-000	DEPARTMENTAL SUPPLIES	2,000	<u>7,000</u>	9,000	REVISED ESTIMATE
			37,514		

DEVELOPMENT

421-214-000	TRAVEL EXPENSE	6,000	500	6,500	TRAVEL REIMBURSEMENT
421-216-000	MAINT & REPAIR - EQUIP	1,125	300	1,425	REVISED ESTIMATE
421-219-000	BUILDING/EQUIP RENT	-	1,000	1,000	REVISED ESTIMATE
421-220-000	ADVERTISING & LEGAL PUB	3,000	2,000	5,000	REALLOCATE DEMOS FROM CODE DEPT
421-221-000	TRAINING & EDUCATION	3,500	500	4,000	TRAINING REIMBURSEMENT
421-226-000	AUTO & LIABILITY INSURANCE	7,691	(165)	7,526	REVISED ESTIMATE
421-230-000	CONTRACTUAL SERVICES	159,167	13,000	172,167	REALLOCATE DEMOS FROM CODE DEPT
421-341-000	DEPARTMENTAL SUPPLIES	6,500	<u>2,000</u>	8,500	
			19,135		

PERSONNEL

422-216-000	MAINT & REPAIR - EQUIP	532	100	632	REVISED ESTIMATE
422-226-000	AUTO & LIABILITY INSURANCE	2,366	<u>(207)</u>	2,159	REVISED ESTIMATE
			(107)		

CONTRIBUTIONS TO OTHER AGENCIES

424-567-015	CONTRIB - WOOD CO SHERIFF	-	14,051	14,051	FY20 JAG GRANT PASS THRU
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CODE ADMINISTRATION

436-216-000	MAINT & REPAIR - EQUIP	1,239	300	1,539	REVISED ESTIMATE
436-220-000	ADVERTISING & LEGAL PUB	2,500	(1,500)	1,000	REALLOCATED TO DEVELOPMENT
436-226-000	AUTO & LIABILITY INSURANCE	13,905	52	13,957	REVISED ESTIMATE
436-230-000	CONTRACTUAL SERVICES	88,245	<u>(33,000)</u>	55,245	REALLOCATED TO DEV/ENGINEERING
			(34,148)		

MUNICIPAL BUILDING

440-211-000	TELEPHONE/COMM EXPENSE	589	10	599	REVISED ESTIMATE
440-215-000	MAINT & REPAIR - BUILDING	50,000	(25,000)	25,000	REALLOCATED TO 230 AND DEMO FUND
440-216-000	MAINT & REPAIR - EQUIP	5,000	(1,000)	4,000	REVISED ESTIMATE
440-226-000	AUTO & LIABILITY INSURANCE	26,927	(461)	26,466	REVISED ESTIMATE
440-230-000	CONTRACTUAL SERVICES	7,000	10,000	17,000	REVISED ESTIMATE
440-341-000	DEPARTMENTAL SUPPLIES	30,000	(4,000)	26,000	REALLOCATE TO DEMO FUND
440-343-001	AUTO SUPPLIES - GASOLINE	500	500	1,000	REVISED ESTIMATE
			<u>(19,951)</u>		

TRANSFERS TO OTHER FUNDS

444-566-001	CONTRIB - CAPITAL RESERVE	687,335	34,000	721,335	XFER TO CAP RESERVE-1/2 TON PICKUP
444-566-039	CONTRIB - DEMO FUND	100,000	250,000	350,000	TRANSFER TO DEMO FUND
444-566-108	CONTRIB - DEBT SERVICE FUND	250,000	(79,759)	170,241	REVISED TO FIRE DEPT AS LEASE PMTS
444-566-420	CONTRIB - MUNICIPAL BUILDING COMI	100,000	180,000	280,000	XFER TO MBC FOR BOND PAYDOWN
			<u>384,241</u>		

PUBLIC WORKS ADMIN

566-266-000	AUTO & LIABILITY INSURANCE	5,620	(237)	5,383	REVISED ESTIMATE
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MARKETPLACE

590-215-000	MAINT & REPAIR - BUILDING	3,000	(1,000)	2,000	REVISED ESTIMATE
590-341-000	DEPARTMENTAL SUPPLIES	2,500	(1,500)	1,000	REVISED ESTIMATE
			<u>(2,500)</u>		

CONTINGENCY

699-226-000	CONTINGENCY	48,902	(41,485)	7,417	ADJUSTMENT - INS DEDUCTIBLES
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POLICE

700-103-108	OVERTIME EXPENSE	250,000	128,785	378,785	REVISED EST - PY COPE CARRYOVER
700-103-309	PATROLMEN SALARY	2,413,681	(73,520)	2,340,161	REALLOCATE TO OVERTIME
700-104-000	FICA EXPENSE	83,980	388	84,368	REVISED ESTIMATE
700-214-000	TRAVEL EXPENSE	10,000	2,500	12,500	REVISED ESTIMATE
700-219-000	BUILDING/EQUIP RENT	1,776	500	2,276	REVISED ESTIMATE
700-226-000	AUTO & LIABILITY INSURANCE	192,591	25,000	217,591	REVISED ESTIMATE - DEDUCTIBLES
700-226-005	WORKERS COMP	96,782	629	97,411	REVISED ESTIMATE
700-228-000	FREIGHT	500	500	1,000	REVISED ESTIMATE
700-341-000	DEPARTMENTAL SUPPLIES	95,755	(7,000)	88,755	REALLOCATE TO DEMO FUND
700-343-001	AUTO SUPPLIES - GASOLINE	125,000	(15,000)	110,000	REVISED ESTIMATE
700-459-001	GRANT - CAPITAL OUTLAY	75,000	26,939	101,939	FY20 JAG GRANT
			<u>89,721</u>		

FIRE

706-215-000	MAINT & REPAIR - BUILDING	20,000	(10,000)	10,000	REALLOCATE TO DEMO FUND
706-219-000	BUILDING/EQUIP RENT	9,568	79,759	89,327	LEASE PMTS TO MBC FOR BOND PMTS
706-226-000	AUTO & LIABILITY INSURANCE	86,021	7,000	93,021	REVISED ESTIMATE - DEDUCTIBLES
706-230-000	CONTRACTUAL SERVICES	25,000	4,177	29,177	REIMB PROP TAX PD SPEEDWAY PROP
706-341-000	DEPARTMENTAL SUPPLIES	54,000	3,000	57,000	REVISED ESTIMATE
706-343-001	AUTO SUPPLIES - GASOLINE	35,000	(3,000)	32,000	REVISED ESTIMATE
706-345-000	UNIFORM EXPENSE	-	3,800	3,800	REVISED ESTIMATE - NEW HIRES
			<u>84,736</u>		

FLOODWALL

714-226-000	AUTO & LIABILITY INSURANCE	15,682	(148)	15,534	REVISED ESTIMATE
714-230-000	CONTRACTUAL SERVICES	346,280	11,000	357,280	REVISED ESTIMATE - FLOODWALL INSP
			<u>10,852</u>		

STREETS

750-211-000	TELEPHONE/COMM EXPENSE	1,025	500	1,525	REVISED ESTIMATE
750-226-000	AUTO & LIABILITY INSURANCE	36,394	1,500	37,894	REVISED ESTIMATE
750-341-000	DEPARTMENTAL SUPPLIES	195,000	(35,000)	160,000	REALLOCATED TO STORMWATER
750-343-001	AUTO SUPPLIES - GASOLINE	25,000	(6,000)	19,000	REVISED ESTIMATE
			<u>(39,000)</u>		

STREET LIGHTING

751-215-000	MAINT & REPAIR - BUILDING	2,000	1,000	3,000	REVISED ESTIMATE
751-226-000	AUTO & LIABILITY INSURANCE	10,062	650	10,712	REVISED ESTIMATE
751-341-000	DEPARTMENTAL SUPPLIES	40,000	<u>5,823</u>	45,823	INSURANCE REIMBURSEMENT
			7,473		

CENTRAL GARAGE

754-103-008	OVERTIME EXPENSE	2,600	800	3,400	REVISED ESTIMATE
754-104-000	FICA EXPENSE	14,397	62	14,459	REVISED ESTIMATE
754-106-000	RETIREMENT EXPENSE	18,858	80	18,938	REVISED ESTIMATE
754-211-000	TELEPHONE/COMM EXPENSE	279	500	779	REVISED ESTIMATE
754-217-000	MAINT & REPAIR - AUTO	70,000	(5,000)	65,000	REALLOCATE TO DEMO FUND
754-219-000	BUILDING/EQUIP RENT	2,000	2,000	4,000	REVISED ESTIMATE
754-226-005	WORKERS COMP	4,414	19	4,433	REVISED ESTIMATE
754-341-000	DEPARTMENTAL SUPPLIES	20,000	15,000	35,000	REVISED ESTIMATE - STOCK FUELS
754-343-005	AUTO/EQUIP REPAIR SUPPLIES	127,150	<u>5,000</u>	132,150	REVISED ESTIMATE
			18,461		

STREET CLEANING

756-212-000	OUTSIDE PRINTING	1,000	(500)	500	REVISED ESTIMATE
756-222-000	DUES & SUBSCRIPTIONS	200	600	800	REVISED ESTIMATE
756-226-000	AUTO & LIABILITY INSURANCE	21,307	10,000	31,307	REVISED ESTIMATE - DEDUCTIBLES
756-230-000	CONTRACTUAL SERVICES	30,000	2,500	32,500	REVISED ESTIMATE
756-341-000	DEPARTMENTAL SUPPLIES	65,000	(5,000)	60,000	REALLOCATE TO DEMO FUND
756-343-001	AUTO SUPPLIES - GASOLINE	30,000	<u>(8,000)</u>	22,000	REVISED ESTIMATE
			(400)		

STORMWATER

805-341-000	DEPARTMENTAL SUPPLIES	60,300	35,000	95,300	REALLOCATED FROM STREETS
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PARKS & RECREATION

900-103-008	OVERTIME EXPENSE	5,000	1,500	6,500	REVISED ESTIMATE
900-104-000	FICA EXPENSE	27,302	115	27,417	REVISED ESTIMATE
900-106-000	RETIREMENT EXPENSE	26,904	150	27,054	REVISED ESTIMATE
900-222-000	DUES & SUBSCRIPTIONS	100	350	450	REVISED ESTIMATE
900-226-000	AUTO & LIABILITY INSURANCE	34,917	1,000	35,917	REVISED ESTIMATE
900-226-005	WORKERS COMP	8,361	36	8,397	REVISED ESTIMATE
900-230-000	CONTRACTUAL SERVICES	124,344	10,000	134,344	REVISED ESTIMATE
900-341-000	DEPARTMENTAL SUPPLIES	90,000	10,000	100,000	REVISED ESTIMATE - HOLIDAY/PARK
900-343-001	AUTO SUPPLIES - GASOLINE	15,000	<u>500</u>	15,500	REVISED ESTIMATE
			23,651		

VISITOR'S BUREAU

901-568-020	CONTRIB - WOOD CO CVB	175,250	<u>37,500</u>	212,750	50% OF REVENUE ESTIMATE ADJUST
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SUBTOTAL - EXPENDITURES 782,501

GRAND TOTAL -

The above resolution proposed to revised the FY20 General Fund budget to primarily reflect mid-year revised estimates as well as appropriate funds for IT disaster recovery services and reallocations for additional demolition efforts and debt service reclassifications (lease payments to building commission for bond payments).

RESOLUTION

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF PARKERSBURG that the Mayor, or his designee, be authorized to revise the Adopted Budget for 2019-2020 Fiscal Year to reflect the following changes:

CAPITAL RESERVE FUND

Account	Description	Current Budget	Proposed Adjustment	Revised Budget	Comments
REVENUE					
369-000-000	TRANSFERS IN - OTHER FUNDS	937,335	<u>34,000</u>	971,335	GENERAL FUND TRANSFER IN
			34,000		
EXPENDITURES					
420-459-000	EQUIPMENT - ENGINEERING	-	34,000	34,000	1/2 TON PICKUP FOR ENGINEERING
436-459-000	EQUIPMENT - CODE ADMIN	44,000	(2,805)	41,195	REVISED ESTIMATE
750-459-000	EQUIPMENT - STREETS	10,000	750	10,750	REVISED ESTIMATE
900-459-000	EQUIPMENT - PARKS & REC	39,000	<u>2,055</u>	41,055	REVISED ESTIMATE
			<u>34,000</u>		
			-		

The above resolution proposes to revise the FY20 Capital Reserve Fund budget to reflect a transfer in from the General Fund for the purposes of purchasing a new 1/2 pickup truck for Engineering and mid-year revised estimates.



RESOLUTION

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF PARKERSBURG that the Mayor, or his designee, be authorized to revise the Adopted Budget for 2019-2020 Fiscal Year to reflect the following changes:

DEMOLITION FUND

Account	Description	Current Budget	Proposed Adjustment	Revised Budget	Comments
REVENUE					
369-000-000	TRANSFERS IN - OTHER FUNDS	100,000	<u>250,000</u>	350,000	GENERAL FUND TRANSFER IN
			250,000		
EXPENDITURES					
436-220-000	ADVERTISING & LEGAL PUB	5,000	(5,000)	-	REALLOCATE TO 230
436-230-000	CONTRACTUAL SERVICES	113,512	<u>255,000</u>	368,512	DEMOLITION FUNDING
			<u>250,000</u>		
			<u>-</u>		

The above resolution proposes to revise the FY20 Demolition Fund budget to reflect a transfer in from the General Fund for the purposes of providing funding for demolitions.

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05

RESOLUTION

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF PARKERSBURG that the Mayor, or his designee, be authorized to revise the Adopted Budget for 2019-2020 Fiscal Year to reflect the following changes:

PARKING FUND

Account	Description	Current Budget	Proposed Adjustment	Revised Budget	Comments
EXPENDITURES					
571-458-000	DEPARTMENTAL SUPPLIES	4,000	15,000	19,000	REPLENISHMENT OF PARKING METERS
571-458-000	CAPITAL OUTLAY - OTHER IMPROV	-	<u>65,000</u>	65,000	CITY & SOUTHWOOD PARKING REHAB
			<u>80,000</u>		

The above resolution proposes to revised the FY20 Parking Fund budget to appropriate unrestricted fund balance purposes of overlaying/sealing/stripping parking at City and Southwood parks and for replenishing parking meters.

15

RESOLUTION

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF PARKERSBURG that the Mayor, or his designee, be authorized to revise the Adopted Budget for 2019-2020 Fiscal Year to reflect the following changes:

SANITATION FUND

Account	Description	Current Budget	Proposed Adjustment	Revised Budget	Comments
EXPENDITURES					
800-103-008	OVERTIME EXPENSE	40,000	10,000	50,000	REVISED ESTIMATE
800-104-000	FICA EXPENSE	59,505	765	60,270	REVISED ESTIMATE
800-106-000	RETIREMENT EXPENSE	78,784	1,000	79,784	REVISED ESTIMATE
800-211-000	TELEPHONE/COMM EXPENSE	2,238	30	2,268	REVISED ESTIMATE
800-212-000	OUTSIDE PRINTING	200	169	369	REVISED ESTIMATE
800-226-000	AUTO & LIABILITY INSURANCE	41,714	9,500	51,214	REVISED ESTIMATE
800-226-005	WORKERS COMP	18,071	235	18,306	REVISED ESTIMATE
800-341-000	DEPARTMENTAL SUPPLIES	35,000	<u>10,000</u>	45,000	REVISED ESTIMATE - MRF BATHROOM
			<u>31,699</u>		

The above resolution proposes to revised the FY20 Sanitation Fund budget to reflect mid-year estimate revisions as well as provide additional funds for the MRF bathroom/shower rennovation. Increase in expenditures balanced by currently unrestricted fund balance.

KS

RESOLUTION


BE IT RESOLVED BY THE COUNCIL OF THE CITY OF PARKERSBURG that the Mayor, or his designee, be authorized to revise the Adopted Budget for 2019-2020 Fiscal Year to reflect the following changes:

MEMORIAL BRIDGE FUND

Account	Description	Current Budget	Proposed Adjustment	Revised Budget	Comments
REVENUE					
380-000-000	INTEREST EARNED	30,000	<u>30,000</u>	60,000	REVISED ESTIMATE
			30,000		
EXPENDITURES					
570-223-003	ENGINEERING SVS - INSPECTION	60,000	165	60,165	REVISED ESTIMATE
570-223-005	ENGINEERING SVS - LOAD ANALYSIS	5,000	20,050	25,050	REVISED ESTIMATE
570-226-000	AUTO & LIABILITY INSURANCE	80,493	<u>15,000</u>	95,493	REVISED ESTIMATE - ADJUST TO ACTUAL
			<u>35,215</u>		
			<u>(5,215)</u>		

The above resolution proposes to revised the FY20 Memorial Bridge Fund to reflect mid-year estimate revisions. Increase in expenditures balanced by currently unrestricted fund balance.

AN ORDINANCE AMENDING AND RE-ENACTING
THE CITY OF PARKERSBURG
PERSONNEL POLICY AND PROCEDURE MANUAL



BE IT ORDAINED BY THE COUNCIL OF THE CITY OF PARKERSBURG that effective upon passage of this ordinance, Section IX, Benefits, Part A of the City of Parkersburg Personnel Policy and Procedure Manual be, and hereby is, amended and reenacted in its entirety as follows:

A. HOLIDAYS

The City shall observe holidays as designated and set forth in West Virginia Code 2-2-1. In addition, the City shall observe a full-day holiday for Christmas Eve, December 24, but only if said Christmas Eve falls on a weekday (M-F). As such if December 24 falls on a Saturday or a Sunday no holiday will be observed for Christmas Eve. In the event December 25 falls on a Saturday and is therefore by law observed on the preceding Friday, December 24, then the Christmas Eve holiday will be observed on the preceding Thursday, December 23. Prior to the beginning of each calendar year employees will receive a list of the holidays for that year.

Supervisors shall make reasonable accommodation to an employee's religious holidays as required by law. The time off for such holidays shall be charged against the employee's accrued annual leave and application therefore shall be the same as applications for annual leave.

Holiday pay is covered under the Compensation Plan.

AN ORDINANCE VACATING AN APPROXIMATELY 145' PORTION OF A 20' ALLEYWAY, FROM THE SOUTHERLY RIGHT-OF-WAY KNOWN AS 14TH STREET, IN A NORTHERLY DIRECTION TO THE REAR LOT LINE OF TAX MAP 72, PARCEL 102.

The Municipal Planning Commission of the City of Parkersburg has recommended that a portion of a twenty (20) foot wide unnamed public right-of-way lying north of 14th Street and west of Seventh Street, be vacated;

WHEREAS, the City believes it proper to do so and,

NOW, THEREFORE, THE COUNCIL OF THE CITY OF PARKERSBURG HEREBY ORDAINS that the following described property is hereby vacated and closed as a public thoroughfare.

Situate in the City of Parkersburg, County of Wood, State of West Virginia, and being more particularly described as follows:

Beginning at the northeasterly corner of Lot 272 of Oakhurst Addition, recorded in Plat Book 2, Page 21, in the office of the Clerk of the County Commission of Wood County, West Virginia; thence with the northerly line of said Lot 272 extended in a southeasterly direction, 20 feet more or less to point on the westerly line of Lot 279 of said Oakhurst Addition; thence with the westerly lines of lots 279, 278, and 277 of said Oakhurst Addition, in a southwesterly direction, 145 feet more or less, to the southwesterly corner of said Lot 277; thence with the northerly line of 14th street, in a northwesterly direction, 20 feet more or less, to the southeasterly corner of said Lot 272; thence with the easterly line of said Lot 272, in a northeasterly direction, 145 feet more or less, to the place of beginning.

This description was prepared by Randy A. Sheppard, Professional Surveyor No. 860, and is based on instruments of record. Reference is being made to a plat attached hereto and made part of this description.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF PARKERSBURG that the City shall retain a permanent easement for the benefit of the City of Parkersburg, the Parkersburg Utility Board, and all other public utility companies, for ingress and egress over, along and under said portion of right-of-way for the installation, maintenance, location, relocation and removal of public utilities of any kind, and

Mayor Tom Joyce is accordingly authorized to execute a quitclaim deed conveying the interest of the City of Parkersburg to the abutting property owner.

SPONSORED BY: MUNICIPAL PLANNING COMMISSION



Municipal Planning Commission Staff Report

Municipal Building | City Council Chambers | January 17, 2020 at 12:30pm

Planning Commission

President
Charlie Matthews

Vice-President
Eric Gumm

Council Representative
Dave McCrady

Members

Sean Andrews
Francis Angelos
Sherry Dugan
Sean Francisco
James Greene II
Luke Peters
Seldon Wigal
Rickie Yeager

PROJECT: Petition to abandon an approximately 145' portion of a 20' alleyway, from the southerly right-of-way known as 14th Street, in a northerly direction to the rear lot line of Tax Map 72, Parcel 102.

LOCATION: Between 14th Street and 15th Street

APPLICANT: Richard Nourse

PROJECT DESCRIPTION

- Applicant seeks to abandon a portion of an improved alleyway that runs between 14th Street and 15th Street.
- Applicant owns all the property adjacent to the proposed abandonment, which is all part of a car dealership.
- Applicant wishes to abandon the alleyway in order to provide a contiguous lot for vehicle display; and to provide a safer environment for customers and employees of the car dealership.

Parcel Map



Map Key

-  Property owned by Applicant
-  Portion of Alley Proposed to be Closed



Map obtained from the Wood County Parcel Viewer

ANALYSIS

This proposal would not adversely impact any adjacent property owners as there is another entrance to the remaining portion of the alleyway off of 15th Street. Furthermore, the applicant owns all the property on both sides of the portion proposed to be closed.

DEPARTMENTAL REVIEW

Parkersburg Utility Board noted that, while there are no existing water or sanitary sewer facilities within the proposed abandonment, they will only approve the proposed abandonment on the condition that utility rights are granted in the quitclaim deed. This is because the surrounding area has limited water and sewer facilities, and so the PUB wishes to have the ability to expand the City's water and sewer infrastructure in the future if necessary.

Mon Power (First Energy) stated that they have a transformer pole on the south side of 14th street, and that the alleyway provides access for regular operation and maintenance activities. Thus, their approval of the alley abandonment is conditional upon a utility easement being retained.

Frontier Communications will only approve of the proposed abandonment on condition that a utility easement is granted as they have a pole which is anchored in the alleyway.

The **Public Works Department** had no issues and gave approval for the proposed abandonment.

The **Parkersburg Police and Fire Departments** had no issues and gave approval for the proposed abandonment.

The following were notified of the applicant's petition and did not submit any comments: **Dominion Hope**. Therefore, we assume these agencies have no issues with the proposal.

LAND USE SUBCOMMITTEE RECOMMENDATION

The Land Use Subcommittee met on Monday, January 6th, 2020 in the Development Department Office to discuss the proposed alleyway abandonment. Members in attendance included Sherry Dugan and Dave McCrady. Upon review, members gave the unanimous recommendation to approve the proposed abandonment.

PLANNING DIVISION RECOMMENDATION

The planning division recommends that the abandonment be approved, on the condition that utility rights are granted to the City in the quitclaim deed.

Memorandum

To: The Honorable Mayor Joyce and City Council Members

From: Michael Rosso, *City Planner*

Date: January 23, 2020

Re: Alley Abandonment Petition by Brenda Sturm

On January 17th, members of the Municipal Planning Commission met to discuss the following application:

- A. Petition to abandon an approximately 110' portion of a 15' undeveloped alleyway, from the easterly right-of-way known as Shrewsbury Place, in a westerly direction to the rear lot line of Tax Map 145, Parcel 38.

Applicant: Brenda Sturm

Upon review, the commission voted 9-1-0 to not recommend approval of the application. Enclosed is a copy of Ms. Sturm's application and the most recent staff report.

Thank you.

Please note that the petitioner and/or designated representative must be present at the meeting. If someone other than the petitioner will be present at the public hearing, please provide their contact information here.

Name: _____

Address: _____

Phone Number: _____

PURPOSE FOR PETITION

Please describe the purpose for vacating the portions of right-of-way described above.

To close the right of way to put a upe fence

THOROUGHFARE ABANDONMENT LOCATION

Please describe the portion of right-of-way to be closed, using Tax Map and Parcel Numbers and/or street addresses.

Map 145 Parcel 38 From Shrewsberry Place to back of parcel 35-02

SUPPORTING SIGNATURES

Property owners who abut the portion of right-of-way to be vacated and support this petition agree to the following :

We, the undersigned, hereby petition the Council of the City of Parkersburg for consideration to quit-claim the portions of right-of-way to be abandoned as described above; and

I do here by certify that I am the rightful and lawful owner and/or representative of property abutting right-of-way property to be vacated and quit-claimed.

1. Name (Print): _____ Address (Map/Parcel): _____

Signature _____ Date _____

2. Name (Print): _____ Address (Map/Parcel): _____

Signature _____ Date _____

3. Name (Print): _____ Address (Map/Parcel): _____

Signature _____ Date _____

If necessary, please use an additional sheet of paper and attach it to this form. Thank you.

RECEIVED

JUL 22 2019



Municipal Planning Commission
Petition for Public Thoroughfare Abandonment

CITY OF PARKERSBURG
ONE GOVERNMENT SQUARE
P.O. BOX 1627
PARKERSBURG, WV 26102

*Not paid
as of 8-16-19
MR

General Instructions

To vacate portions of public right-of-way, the following petition must be submitted to the Parkersburg Municipal Planning Commission for consideration. Please carefully read and complete the following petition. **Petitions shall be accompanied by a non refundable fee of \$100** Checks should be made payable to the City of Parkersburg and submitted to the Development Department along with this petition. Should you have any questions, please contact the Development Department at (304) 424.8558 or by email at michael.rosso@parkersburgwv.gov

\$100 Fee
paid on
8-28-19

Procedure

Upon receiving a petition, staff will schedule a public hearing to consider the petition at the next available Municipal Planning Commission (MPC) meeting. Please keep in mind that WV State Law requires a 30 day notice be given to abutting property owners concerning petitions to abandon portions of right-of-way.

At the public hearing, persons wishing to speak in favor of or in opposition to the petition may do so at that time. If the MPC approves the petition, the application will go before City Council for further consideration. To become effective, an ordinance vacating the portion of right-of-way must be adopted on two readings by City Council and signed by the Mayor. If the MPC does not approve the petition, City Council can either accept (receive and file) the MPC's recommendation or send it back to the MPC for further review.

In the event a public right-of-way is vacated by the City, abutting property owners are responsible for preparing a Quit-Claim Deed to claim their portion of the public right-of-way. Generally speaking, half of the public right-of-way is conveyed to each of the abutting property owners. However, if there is a request to convey more than half of the right-of-way to a specific property owner, it must be stated in the Quit-Claim Deed and agreed to by the adjoining property owner.

Before a Quit-Claim Deed can be lawfully executed or recorded, it must be approved by the City Attorney and Public Works-Engineering Division. Furthermore, if portions of a vacated right-of-way are to become part of an abutting property owner's land, a consolidation survey and description must be prepared and submitted to the Municipal Planning Commission for review. To expedite the review process, please make sure a copy of the Quit-Claim Deed accompanies the consolidation survey and description. Staff encourages vacated portions of right-of-way be consolidated so as not to create non-conforming lots in the City of Parkersburg.

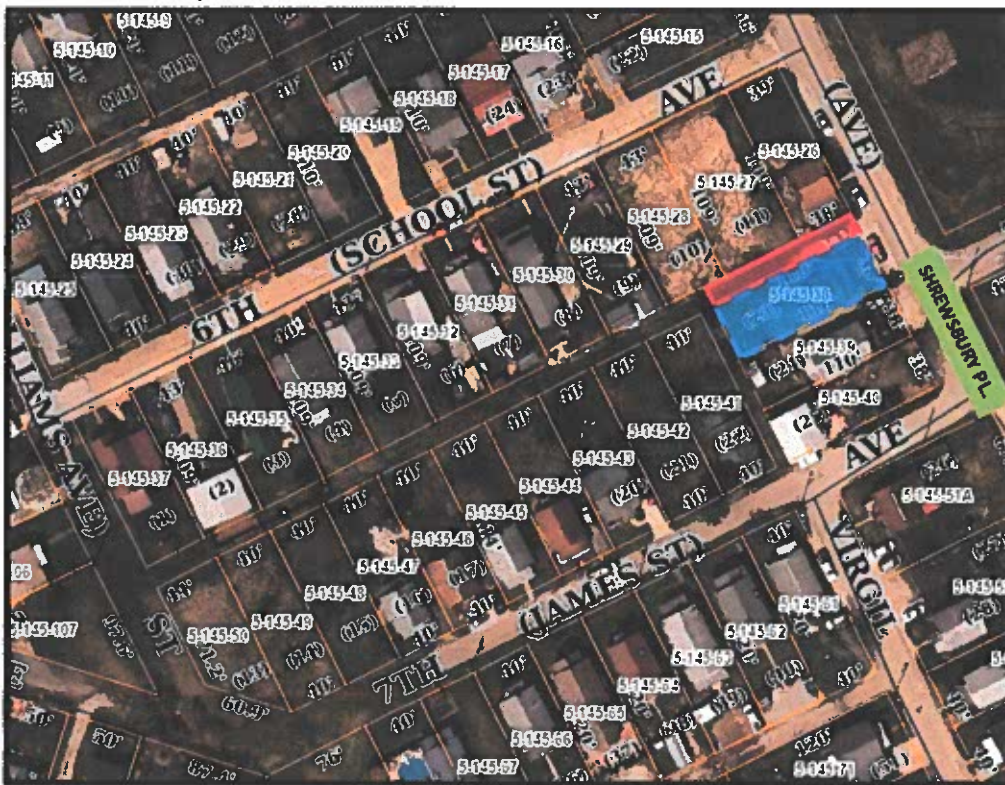
Finally, when a public right-of-way is vacated, the City of Parkersburg retains a public right-of-way (easement) to service public utilities. A request to release the easement must be stated in the petition for consideration.

PETITIONER'S INFORMATION

Public Record Document



Name: Brenda Sturn
Address: 606 Screwsberry Pl
Phone Number: 304-917-1125
Email: brenda.sturn12@gmail.com

Parcel Map



Map obtained from the Wood County Parcel Viewer

Map Key

-  Property owned by Applicant (Tax Map 143, Parcel 38)
-  Portion of Alley Proposed to be Closed



DEPARTMENTAL REVIEW

- **Parkersburg Utility Board** had no issues and gave approval for the proposed abandonment.
- The **Public Works Department (Engineering Division)** had no issues and gave approval.
- **Frontier Communications** had no issues and gave approval for the proposed abandonment.
- The **Parkersburg Fire Department** and **Parkersburg Police Department** had no issues and gave approval.

The following were notified of the applicant's petition and did not submit any comments: **Dominion Hope and Mon Power (First Energy)**. Therefore, we assume these agencies have no issues with the proposal.

LAND USE SUBCOMMITTEE RECOMMENDATION

The Land Use Subcommittee met on Monday, October 7th, 2019 in the Mayor's Conference Room to discuss the proposed alley abandonment. Members in attendance included Charlie Matthews, Jim Greene, Sel Wigal, Dave McCrady, Eric Gumm, and Sherry Dugan. There was discussion about how closing that entrance to the alley would cut off important access for homeowners along the alley to the rear of their properties. This was considered by the subcommittee to be especially relevant considering that the relatively narrow lots along the alley restrict rear access through side yards. The members decided that they would like to visit the site before making a recommendation; and that they will defer their decisions to the regular meeting.

PLANNING DIVISION RECOMMENDATION

The Planning Division recognizes that there are no utility conflicts with closing this section of alleyway. Additionally, after review, the Comprehensive Plan does not specifically address the closure of public rights-of-way. However, in order to ensure that all residents have equal access to the rear of their lots, the Planning Division recommends that the alley remain open.

Municipal Planning Commission Staff Report

Municipal Building | City Council Chambers | October 18, 2019 at 12:30pm

Planning Commission

President
Charlie Matthews

Vice-President
Eric Gumm

Council Representative
Dave McCrady

Members

- Sean Andrews
- Francis Angelos
- Sherry Dugan
- Sean Francisco
- James Greene II
- Luke Peters
- Seldon Wigal
- Rickie Yeager

PROJECT: Petition to abandon an approximately 110' portion of a 15' undeveloped alleyway, from the easterly right-of-way known as Shrewsbury Place, in a westerly direction to the rear lot line of Tax Map 145, Parcel 38.

LOCATION: Shrewsbury Place

APPLICANT: Brenda Sturm

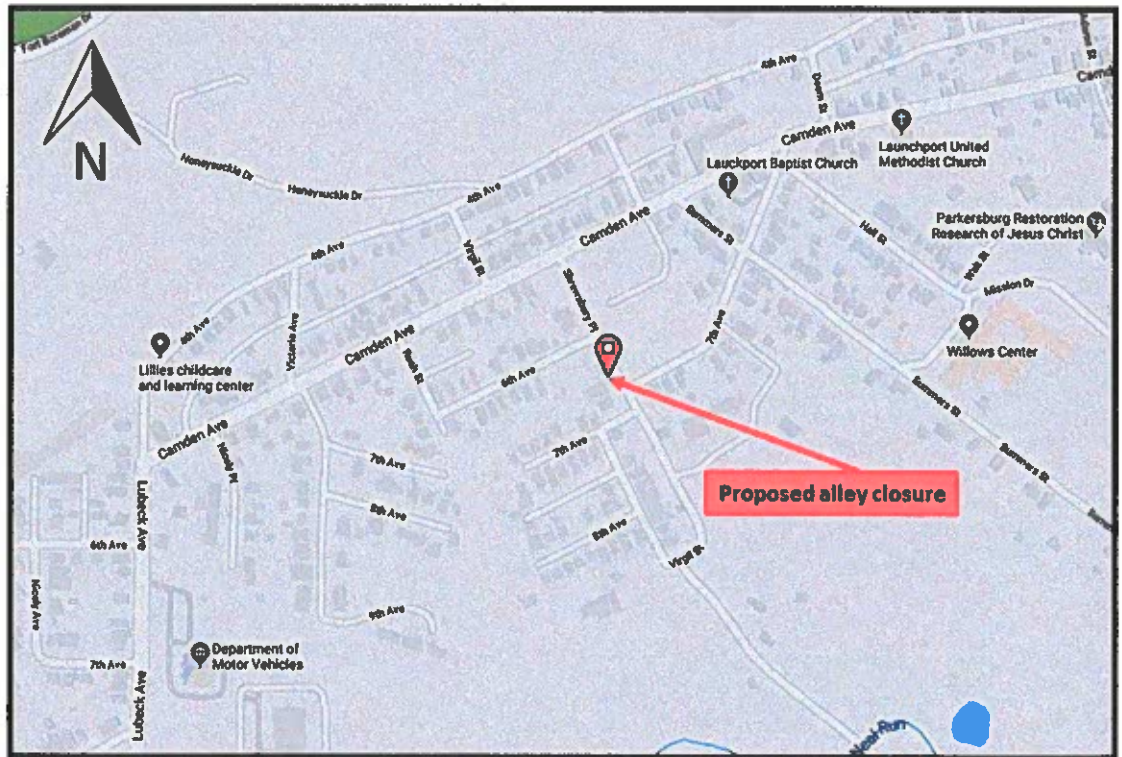
PROJECT DESCRIPTION

Applicant seeks to abandon a portion of the alleyway along the entire length of her property, Tax Map 145, Parcel 38.

ANALYSIS

Ms. Sturm is proposing that the alley be vacated in order to increase the size of her yard and to put up a fence around the new boundaries. If the section of the alley was closed as petitioned, her proposed fence would follow what is now the center of the alley and wrap around the rear of her parcel.

Location Map



Map obtained from the Wood County Parcel Viewer